

INTERAGENCY ADVISORY GROUP

STAT

Approved For Release 2002/08/12 : CIA-RDP81-00314R000200080045-5

OFFICE OF PERSONNEL MANAGEMENT

Washington, D. C. 20415

March 9, 1979

*Attached per discussion
Rosemary Figueroa*

Secretariat
Room 1394—1900 E St., N.W.
Code 101, Ext. 25255 or
Area Code 202—632-7155

STAT

To: Directors of Personnel

From: *Diane Graham*
Diane Graham, Assistant Director for
Affirmative Employment Programs and Chairperson, IAG
Committee on Affirmative Employment Programs

Subject: IAG Committee on Equal Employment Opportunity

The Office of Affirmative Employment Programs plans to resume regular meetings of the Interagency Advisory Group Committee on Equal Employment Opportunity under the new name of Affirmative Employment Programs. In the past, this committee served as a means of communications between the former Civil Service Commission and agencies and as a conduit through which agencies could share concerns, problems, and new program ideas and activities. It also served to: 1) identify EEO and affirmative action programmatic needs on a Federal Government-wide basis and 2) help shape the direction of EEO policy and programs under the former Commission.

Under Reorganization Plan No. 1 of 1978, the Office of Affirmative Employment Programs has, among others, the following major responsibilities:

- serving as a principal point of contact for OPM coordination with EEOC on matters of mutual interest
- providing guidance to agencies on alternative employment programs generally and on special emphasis programs in particular
- coordination of statistical studies, analyses and reports on minorities, women, the handicapped and veterans in Federal employment
- developing and identifying new and innovative techniques for implementing affirmative employment programs in Federal employment
- monitoring and evaluating agency implementation of affirmative employment programs

The Office of Affirmative Employment Programs has been established at the Assistant Director level, reporting directly to the Director of the Office of Personnel Management, and has the following component offices in line with its major responsibilities:

- Federal Women's Program
- Hispanic Employment Program
- Outreach and Upward Mobility Programs
- Selective Placement Programs
- Veterans Employment Programs

We believe the IAG Committee on Affirmative Employment Programs and the subcommittees operated by our component offices will be beneficial to all participants and the equal employment opportunity program in the Federal sector. I am therefore requesting that agency Directors of Personnel, in cooperation with Directors of Equal Employment Opportunity, make new designations of representatives to the Interagency Advisory Group. Our list of agency representatives and alternates must be updated immediately as we wish to call a meeting of the committee before April 1, 1979. Please provide the names, titles, mailing addresses, and phone numbers of your agency's principal and alternate representatives to the committee by return memorandum no later than close of business March 16, 1979.